

**P-20 Council
Steering Committee Meeting
March 2, 2006
Meeting Minutes**

Location: 1820 W. Washington, Suite 100, Phoenix, Arizona.

P-20 Members Present: Dr. Rufus Glasper, Dr. Sybil Francis, Dr. Jim Zaharis, Kristen Rex, Cindy Rudrud, Bill Estes (telephonic)

Staff: Debra Raeder, Dr. Cheri St. Arnould, Lorie O'Brien, Becky Hill

1. Call to Order

Dr. Glasper called the meeting to Order at 3:30 p.m. and welcomed Bill Estes to the Committee. As Mr. Estes was attending the meeting telephonically, Dr. Glasper invited everyone present to introduce themselves.

2. Approval of Meeting Minutes – January 13, 2006

There being no discussion or corrections, Kristen Rex moved approved of the January 13, 2006 meeting minutes as presented. Motion was seconded by Cindy Rudrud and unanimously approved.

3. Review/Discussion/Approval:

- a. P-20 Council Roles & Responsibilities Sheet**
- b. P-20 Council Committees Sheet**
- c. P-20 Council Proposal Submission Sheet**

Debra presented the revised draft of the P-20 Council Roles & Responsibilities Sheet, indicating that minor changes had been made and requesting review and input from the Committee. By consensus, the Committee agreed to remove the caption, **Role of the P-20 Council**, and make this sentence the last sentence under the Purpose paragraph. The Committee also made some minor verbiage changes to the first paragraph.

Debra presented the revised draft of the P-20 Council Committee Sheet and indicated that major changes had been made to almost all of the committee descriptions and asked each Committee Chair to review and provide comment and approval. After discussion on the committee descriptions, and by consensus, the Committee also altered the names of two committees to more accurately reflect their goals and responsibilities. The Access to Higher Education Committee was re-named the Higher Education Committee; and the Graduation Rate Project Committee was re-named the Data & Graduation Rate Project Committee. The changes to the committee descriptions and titles will be included in the Newsletter being developed.

Debra indicated that no changes had been made to the P-20 Proposal Submission Sheet.

The Committee adopted by consensus the Role of the P-20 Council Sheet and the P-20 Council Committees Sheet as amended, and the P-20 Proposal Submission Sheet. This information will be included in the Newsletter and posted to the website.

The adopted forms are attached.

4. Communication Tools

Cheri and Debra updated the Committee on the Newsletter being prepared. Cheri presented a draft of the newsletter for review and discussion. This first Newsletter includes national information on education initiatives, P-20 Councils, as well as information on Arizona's P-20 Council, committees and initial work. The Committee critiqued the Newsletter and made several corrections and edits, which will be incorporated into the Newsletter. The Committee also recommended that some type of visual be included on the back page of the Newsletter. Debra and Cheri will work on an initial graphic to be included, but would be developed by the Council over time. It is anticipated that the Newsletter will be ready for distribution in March.

5. Alignment Project

Debra indicated that 19 members of the Council had provided input on the SWOT Analysis of the Report and she had compiled this information, which she presented to the Committee for their initial review and comment. Cindy Rudrud, Chair of the Alignment Project Committee, provided a brief overview of the major findings/gaps that are specifically identified in the Conclusion of the Report. Cindy indicated she needed guidance on how the Alignment Project Committee should proceed with the Report.

Dr. Zaharis presented for discussion a recommendation for a framework on how the Council could proceed – see attached.

Committee members discussed some concerns identified in the report as well as the need to require Algebra I by the end of the 8th grade year; the skill sets expected from universities for high school graduates; how other states are addressing these issues; and information from ACT on the crosswalks they did with the ACT test and Arizona standards. The Committee also expressed the need for information on:

- Definition of college readiness – universities need to articulate and we need a process for this dialogue to take place;
- Baseline for the work done by ACT;
- Understanding what courses/content are needed to raise high school graduation requirements.

Committee agreed to the following first steps:

- Facilitated study session in early summer for the P-20 Council to evaluate the report and establish framework as well as to determine where the work will be done – full Council or by committee;
- Have other states present to the committees or council (or both) on their process for alignment;
- Process for universities to articulate what is needed.

6. Committee Discussions:

Due to time constraint, committee reports will be tabled until next meeting. Question was posed on what the next steps would be for the Council and the Higher Education Committee regarding the JCC recommendations. Brief discussion regarding the recommendations and that they are a very good start in considering policies that will impact the future of higher education in Arizona. Dr. Zaharis will meet with Darcy Renfro and Dr. Glasper to discuss possible next steps.

7. P-20 Council Meeting - March 16, 2006 Agenda Update

Debra indicated that working with and in cooperation with ABEC, we have arranged for Gene Bottoms from *High Schools that Work* to do a presentation on integrating Career & Technical Education and core curriculum. *High Schools That Work* is based on the belief that most students can master complex academic and technical concepts if schools create an environment that encourage students to make the effort to succeed.

8. Next Steps/Future Meeting Dates

There was no discussion by the Committee on a future meeting date.

9. Adjournment

There being no further discussion, the meeting adjourned at 5:15 p.m.